

Wisconsin Department of Regulation & Licensing

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EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS

DESIGNER SECTION

DESIGNERS EXAMINATION APPLICATION INSTRUCTION PACKET

FILING AN APPLICATION

The Wisconsin designer of engineering systems examination is administered by the Department of Regulation and Licensing.

NEW CANDIDATE

All new applicants for the examination must submit the following:

- a) Application for Examination (Form #2100).
- b) Experience Record (Form #463). Required of new applicants **only**.
- c) Transcripts (if attended college or university).
- d) Fee (see item 2).
- e) References (see item 3)

RETAKE CANDIDATE

Applicants who retake the examination must submit the following:

- a) Application for examination (Form #2100)
- b) Fee (see item 2).

Completed applications must be mailed to the address listed above.

Applications hand-delivered or mailed by special courier must be addressed to the Department's street address: 1400 East Washington Avenue, Room 173, Madison, WI 53703.

FEE

Please include a check or money order made payable to the Department of Regulation and Licensing. The exam fee is \$57.00.

REFERENCES

Provide replies from 3 references having personal knowledge of your experience using the enclosed "Designer Applicant Appraisal Form" (form #989). It is required that one reference be a licensed architect, professional engineer or designer of engineering systems. Family members can act as a supplemental reference but not as one of the 3 required responses. Type or print your name on each form prior to distribution. Each reference should complete Form #989 and return it to you so that you can submit all references with your application.

EXAMINATION DATE AND FILING DEADLINES

The Department will be administering examinations on the following dates:

Examination Dates

March 11, 2006
July 8, 2006
November 11, 2006

Application Must Be Received By:

January 11, 2006
May 8, 2006
September 11, 2006

The filing deadline for the examination is 4:30 p.m. on the date listed. Full responsibility for meeting this deadline is with the applicant. An application must be postmarked by the deadline date or it will **NOT** be considered as meeting the deadline date.

ADMISSION TICKETS

Approximately 10 days prior to the examination date an admission ticket will be mailed to each applicant approved for admission to the examination. The admission ticket will include the time, date and location of the examination in addition to the parts of the examination for which the applicant is scheduled.

EXAMINATION RESULTS

Applicants will be notified of the results by mail approximately four weeks after the examination date.

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FORMAT OF THE DESIGNERS EXAMINATION

The exams have been updated in cooperation with representatives from the Department of Commerce to reflect current statutes, rules, codes, and regulations. There are different examinations for each of the five sub-fields. All of the examinations are multiple choice and candidates are given 4 hours to complete them. Examinees are allowed to use their own calculators and code books including the Wisconsin Administrative Code, Wisconsin Enrolled Commercial Building Codes, DNR Codes, POWTS manuals, and the International Building, Mechanical, Energy, Electrical, and Fuel Gas Codes.

All examination materials are confidential and are not to be removed from the examination room.

The examination for registration as a Designer of Engineering Systems is designed to determine if the applicant can demonstrate acceptable competence in the design of systems particular to the sub-field. The examinations require a working knowledge of the following:

- Mathematics

- Science as relevant to the sub-field: physics, chemistry, and the biological sciences

- Approved materials and structures

- Blueprints, tables, charts, and graphs

- Fundamental principles pertinent to each of the sub-fields as appropriate

- Equipment, fixtures, and appliances

- Safety and protection requirements

- Occupancy and accessibility requirements

- System design

- Methods of installation pertinent to each of the sub-fields as appropriate

- Distribution factors

- Detection and alarms

- Understanding and using site data

- Maintenance practices

- Definitions

- Energy conservation

For further information related to the content of the exams and the materials allowed in the exam room contact the Office of Examinations at (608) 267-3280.

A copy of the Wisconsin Statutes and Administrative Code relating to the practice of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors is available on the web at <http://drl.wi.gov> or at most public libraries. If you wish to purchase a copy, you may purchase a hard print copy from Document Sales, Department of Administration. Information for ordering a codebook may be found at <http://drl.wi.gov/includes/catalog.htm>, by docsales@doa.state.wi.us.